

9 FAM PART IV Appendix K, Exhibit I
SAMPLE UNIVERSAL REFERRAL FORM FORMAT
NAME OF POST NONIMMIGRANT VISA REFERRAL

Date _____

TO: Chief of Consular Section

SUBJECT: VISA REFERRAL:

(Name of
Applicant)

☐ I request a waiver of personal appearance and recommend visa issuance for the visa applicant named above. The following documents are attached:

☐ Passport ☐ Completed Form OF-156

☐ Photo ☐ Supporting documents

☐ The applicant, who is* _____

* is personally well and favorably known to me.

☐ I recommend visa issuance for the applicant named above. The applicant _____ who _____ is* _____

*is personally well and favorably known to me.

[] The applicant named above has been recommended to me for
visa issuance by _____
who _____ is*

_____ I
do not know the applicant personally.

_ (Typed name and title of Referring Officer)

_ (Signature)

_ (Typed name and title of Approving Officer)

_ (Signature)

Telephone:

* State position of applicant, nature of contact, and U.S. Government
interest.

Consular officer action: _____ Approved _____ Rejected



